



State Personnel Office

Leadership and Service for a Quality Workforce

Date:

Dear State Employee,

The American Federation of State, County and Municipal Employees (AFSCME), Council 81 Local ("Union") is recognized as the exclusive bargaining agent of all State employees in the bargaining units that include your job classification. In furtherance of the Union's obligation to fulfill its legal duty of fair representation, it is necessary for the Union to be able to contact each member of the bargaining units that it represents. It is also in the employee's best interest to have access to such information in a timely fashion.

The State and the Union have agreed that the best way for this communication to take place is for the Union to have the current home mailing addresses of all employees in the bargaining units so that the Union can send mail directly to the employee. The State has agreed to provide such information to the Union.

Please specify your preference with regards to the State giving the Union your home mailing address as it appears in the State employment records by completing the form below and returning to your Human Resources Office.

Please return this form immediately by fax or in person to:
K/S Regional HR Office, Jesse Cooper Bldg. Dover
Fax: 302-739-1036

Thank you for your prompt attention to this matter.

- ☐ Yes, it is OK to provide my home address to AFSCME.
- ☐ No, I **DO NOT** wish to provide my home address to AFSCME.

Employee's Name – Please Print

Date

Employee's Signature

THE STATE of DELAWARE EXECUTIVE DEPARTMENT

Carvel State Office Building
820 North French Street
Wilmington, Delaware 19801
Telephone: (302) 577-8977
Facsimile: (302) 577-3996

Townsend Building
401 Federal Street, Suite 5
Dover, Delaware 19901
Telephone: (302) 739-4195
Facsimile: (302) 739-3000

Del Tech Owens Campus
P.O. Box 610
Georgetown, Delaware 19947
Telephone: (302) 856-5966
Facsimile: (302) 856-5969

Blue Hen Corporate Center
Suite 5N, 655 South Bay Road
Dover, Delaware 19901
Telephone: (302) 739-3651
Facsimile: (302) 739-5345

Blue Hen Corporate Center
Suite 202, 655 South Bay Road
Dover, Delaware 19901
Telephone: (302) 739-8331
Facsimile: (302) 739-8339